

Examiner: Seth M. 2625 Serial #: 10/027462  
Date Reviewed: 5-12-05

### **RED FOLDER CHECKLIST (COUNT)**

**LIE's are responsible for reviewing cases "BEFORE" counting them:**

✓ Verify that the Office action is complete with all pages present

PTO Form \_\_\_\_\_ is missing  
Document # \_\_\_\_\_ missing from folder but is listed on PTO-892  
Document # \_\_\_\_\_ present but not listed on PTO-892  
Document# \_\_\_\_\_ on the 892 forms doesn't match \_\_\_\_\_  
Serial number on PTO-892 does not match application number \_\_\_\_\_  
PTO-1449 not signed and dated \_\_\_\_\_  
Class/Sub Class boxes on 1449 not complete or lined through \_\_\_\_\_

✓ Verify that a Primary Examiner or SPE signs the Office action

Detailed action not signed by primary or SPE  
PTO form \_\_\_\_\_ is not signed

✓ Verify that all previously filed papers have been entered

Amdt-dated \_\_\_\_\_ has not been entered in palm  
Terminal Disclaimer has not been approved by paralegal  
Other: \_\_\_\_\_

Examiner Signature: \_\_\_\_\_ Date: \_\_\_\_\_

\*\*Please return to: M. Graves on \_\_\_\_\_ by 12 noon  
in order to receive the count for this application\*\*

No Errors were found.